



GTA Board of Directors Meeting Minutes
February 23, 2015
100 W. McBee Avenue, Greenville, SC

Members Present: Mr. Matt Carter, Mr. Trey Fouché, Ms. Pat Dilger (Chairman),
Mr. David Mitchell, Dr. Julian Reed (Asst. Chairman), Mr. James Smeaton and Mr. Sam Zimmerman
(Treasurer)

Greenlink Staff Present: Lorrie Brown (Admin. Asst.), Steve Chastain (Operations Manager), Krystal Lawson-Ryan (Mgr. of
Transit Finance and Budget), Mark Rickards (Transit Director), Kathy Vass (Mgr. of Transit Development
& Marketing)

Others in Attendance: John Boyd (Citizen), Keith Brockington (County Planning Manager), Karen Crawford (City Comptroller),
Jeff Knox (Citizen), Sam Julius (County Transit Planner), Fred Payne (County Councilor), Warren Rowe
(City Capital Projects Mgr.)

GTA Board Chair Ms. Pat Dilger called the Board meeting to order at approximately 12:00 noon.

Public Comments:

Request for GTA to Have Service at Greyhound Bus Station / Work with Greyhound to Find Downtown Location

Mr. John Boyd stated he has been involved with a class called "Just Faith" with Christ Church. One of the things they have tried to do is get involved with communities and he has worked with several different groups. One thing that came up often was the current location of the Greyhound bus station and why it had moved to Woodruff Road from the downtown Greenlink Transit Center. He worked with Jerry Blassingame, Chairman of Reentry Taskforce, whose job is to take people who are on parole and try to get them back into productive service. He was informed by Jerry that prisoners are released the beginning of the month with a shirt, a pair of pants and given bus ticket back to the county where they were incarcerated. Every place that can help the poor is in downtown Greenville. He wants the Board to consider working to get service to the Greyhound station or Greyhound back downtown. Mr. Mitchell asked whether he has reached out to Greyhound since it was Greyhound's decision to move to Woodruff Road. Councilor Payne stated that both he and Mark Rickards did reach out to Greyhound to help them find a new site. Chairman Dilger stated one of our biggest priorities is to figure out how to serve Woodruff Road. Mr. Rickards stated that he personally worked with Greyhound for nine months with their relocation, and he discouraged them from relocating to Woodruff Road.

APPROVAL OF JANUARY 26, 2015 MINUTES

Mr. Trey Fouché made a motion to approve the January 26, 2015 Annual Meeting Minutes. Mr. James Smeaton seconded the motion. There was no opposition. The motion carries.

NEW BUSINESS

Request for MOU by Councilor Payne between GTA Board and GCEDC (Relative to A-Taxis and other Projects):

- County Councilor Fred Payne requests that the GTA Board approve an MOU between GTA and the GCEDC (Greenville County Economic Development Corporation). The MOU would allow us to work together on multitude of projects that the GCEDC is working on such as a grant proposal to the Federal Highway Commission for an accelerated integration deployment grant that would involve a shuttle type vehicle such as the google vehicle. He hopes to have a draft by the end of this week for consideration. He wants the support of GTA on this grant.
- Other examples where we can cooperate is the GCEDC's proposal for IBM smarter cities pro bono collaboration that would involve meeting with groups like GTA to determine how we can improve multimodal transportation including automotive transportation in Greenville and to develop Green villages economic development transportation multimodal corridors.
- The MOU is not for a specific thing. He would like either the Chair or Director do a letter for things that required quick action. He would be happy to provide a draft. He is asking that the board approve the concept of the MOU as soon as possible.
- Mr. Fouché does not want an MOU signed without the board being fully aware of how it is being used. Councilor Payne stated it is about developing a relationship of trust and cooperation. He can show a map of what he is referring to for mobility hubs for A-Taxis (automotive taxis) which would cost \$20 per hour. This is a map to support the proposal to the Federal Highway Administration. They want to create a multi modal transportation system to be available to all citizens.

- 51 ▪ Dr. Reed stated that part of the issue for him is that we are still committed to this corridor as a transit corridor so to consider it
- 52 for things that go beyond this is giving up our rights to the corridor. Dr. Reed stated that an MOU is a unilateral understanding
- 53 of projects that fall under it.
- 54 ▪ The map presented by Councilor Payne shows suggested mobility hubs that Verdae would like to see developed on their
- 55 property. The Laurens Road Corridor has 125,000 cars, trucks and buses on Laurens Road and 385 every day. Buses, bikes
- 56 and walkers are less than 2 percent of the total population.
- 57 ▪ Councilor Payne stated that he is asking that a document be created stating we are going to work together for the good of all
- 58 the people in Greenville to improve transportation. He stated he had approached Mark Rickards at the beginning of the IBM
- 59 grant and Mr. Rickards informed him that he could not do anything without the approval of the Board. They had two weeks to
- 60 write the proposal and get letters of endorsement. We want to be able communicate and talk about issues and come up with
- 61 solutions. He is an advocate for multimodal transportation including buses on Laurens road, which includes Proterra buses.
- 62 ▪ Chairman Dilger stated that Councilor Payne had a strong point that communication and collaboration is key to whatever
- 63 growth that happens in our City and our County. She stated that there is a huge difference between bus transit on a seven-
- 64 lane highway and bus transit on a dedicated corridor. Three very expensive studies have stated that transit should have a
- 65 dedicated corridor and that it should be along that rail line. It is our responsibility both fiduciary and the social responsibility
- 66 to make sure that the corridor is for everyone. She stated that what she is hearing from the Board is that we are opposed to
- 67 blindly signing an MOU that might say that we give up all hope that the corridor will be a designated transit corridor, which
- 68 has been the dream of our community since 1999. Councilor Payne stated that the board could write the draft MOU.
- 69 ▪ Mr. Rickards stated that most automated transport would be on existing roadways, existing bus, and roadways infrastructure
- 70 rather than building separate guide ways that are very expensive to build and maintain and this way you do not have to
- 71 change the environment. He thinks we have a great future in automatize transportation.

72 Audit Report by Kevin Madden

- 73 • GTA received unmodified opinion; which is the best opinion the GTA can receive.
- 74 • GTA's net position decreased by \$57,000 (6%) for June 2014 compared to June 2013. GTAS's responsibility is to effectively
- 75 control the financial statements.
- 76 • There are three opinions in report from Greene Finney and Horton. These are the only things in report that are from Greene
- 77 Finney and Horton. They imply that financial statements are materially correct and they do not check every single transaction.
- 78 They check the big transactions and do sampling and analytical of the rest.
- 79 • In 2014, we were under the water for net unrestricted.
- 80 • Operating revenue is up. Passenger fare revenue is up. Operating expenses are up.
- 81 • There is a huge spike in non-operating revenue which is CAT pass through.
- 82 • There was a \$605,000 increase in capital grants related to bus acquisitions.
- 83 • Local contributions are up by approximately \$280,000.
- 84 • Financial conditions continue to be a concern with decrease in unrestricted net assets. Expansions and operations should be
- 85 effective and efficient with a minimal cost to the authority. GTA is dependent upon the City and the County for funding. In his
- 86 opinion, we need more funds from the City and the County.
- 87 • There are no findings, but there were management comments relative to general entries and matching up the grants to the
- 88 ledgers. Comments are in the letter.

89 **Questions and Comments:**

- 90 • Mr. Madden stated that unrestricted net assets are essentially taking capital assets from our acquisitions. The bulk of total net
- 91 position is capital assets. What we have to operate with June 30, 2014 was in the black.
- 92 • Ms. Crawford stated that GTA is doing much better with cash flow.
- 93 • Mr. Madden would like to see a report of where unrestricted stands with monthly financials (balance sheet). Ms. Crawford
- 94 stated that they are reviewing the revenues and expenses and making comparisons to the budget to see where we are, but we
- 95 are not including some of the year-end costs like depreciation. We need to come up with some type of methodology to give
- 96 the board a good estimation of where we stand each month.
- 97 • Mr. Madden would like to see increased funding for the GTA from the City and County and have it indexed. GTA/Greenlink is
- 98 impacted by the state retirement increases and we have to have revenue indexed every year off something. Mr. Rickards
- 99 stated that we need to get funding up to a certain level and index it and get some type of dedicated funding source. This is
- 100 what CARTA has dedicated funding. Councilor Payne stated that it is wishful thinking to think people will pay half a cent for

Transit when they would not pay a penny tax to fix the roads, highways, bicycle paths and sidewalks. Mr. Rickards stated that other states fund transit system from state and regional taxes.

- Mr. Smeaton asked for clarification of what Mr. Madden had proposed. Mr. Madden stated that what he wants to have is a snapshot showing unrestricted net assets in a way that staff can present to Board a measuring stick of where GTA stands. Kevin will get with Krystal regarding preparing document. It has been on downward trend every year. This is due to not having had increases. Ms. Crawford stated that 2013 would have been negative had it been for the full year.
- Councilor Payne stated that Greenville County Council is open to increasing their contribution if we prove there is a need.
- City Manager, John Castile, has stated the City is spending more money than just the match. It was questioned whether we can reflect a positive cash flow from the City. We have elected not to capitalize some grants because they are offsetting. Twenty percent is in-kind services. We received 390,000 based on non-operating. The City spent approximately \$500,000. If the County matches, we would get approximately \$500,000.

COMMITTEE REPORTS

Development Committee Meeting (Mr. Trey Fouché):

- The Committee met today prior to the Board Meeting at 11:45 a.m.
- Our cost efficiency is roughly 25% for last month.
- We had a good marketing report Kathy Vass continues to sign marketing agreements such as Tijuana Flats and ReWa.
- The UTC continues to meet and have an organized board of directors who are vested in public transit. They meet the second Wednesday of every month at 8:00 a.m. at Dish out Café.
- Staff will be meeting with Diane Turner, City Administrator for Travelers Rest, to continue conversation regarding a TR circulator route.
- The Committee discussed acquiring a Proterra bus or buses and the challenges of this and how much money was needed and identified potential partners.
- Recent articles were written where GTA was mentioned with misleading information relative to our August Street sites.
- Councilor Payne's proposal For A-Taxis and his request for MOU were discussed. Chairman Dilger sent emails out regarding this pertaining to discussions she had had with relative to this with Councilor Payne.

Finance Committee Meeting Report (Sam Zimmerman):

- They met February 18.
- The audit by Greene Finney and Horton was discussed.
- Wages and fringes are below budget of 50%. Overtime for Fixed Route for December was 15% and 16.8% year to date; Overtime for Demand Response for December was 25.9% and 21.1% year to date. Overtime for and Vehicle Maintenance for December was 18% and 17.7% year to date. We are trending up in a couple of areas and down in a couple of other areas. They talked extensively about reflecting the financial position that gives a more accurate position on a monthly basis.
- The trolley was discussed and how to measure the effectiveness of the trolley.

The Finance Committee recommends payment of invoices for \$530,621.04 after invoice for Baker in the amount of \$8,551.59 was removed to be approved at a later meeting. This is subject to the availability of funds. Since this is a recommendation from the Finance Committee, a second is not required. There is no opposition. The motion carries.

Invoices Submitted for Approval

Date	Vendor	Description	Invoice #	Amount
10/31/2014	Unicomm Media Group	Hispanic Market Action Plan Development	526	1,450.00
12/8/2014	Michael Baker, Jr., Inc.	Relocation Study	894589	11,565.22
1/1/2015	RouteMatch	Annual Hosting Fees 3/15-2/16	20458	6,600.00
1/28/2015	Blinds America	Blinds for Reception area	6247	425.00
2/10/2015	TD Bank	Misc items for annual board meeting	02102015	910.18

2/10/2015	City of Greenville	January 2015 Expenses	78280	494,159.59
2/10/2015	Greene, Finney & Horton	Progress Billing FY2014 Audit	14836	15,000.00
2/13/2015	TD Bank	Misc Items for Transit Center Renovations	02132015	511.05
Total				\$530,621.04

The Finance Committee recommends approval of staff's request to purchase of 29 triple bicycle racks with deployment kits for \$41,262.00 from Sportworks. The kits allow the use of existing mounts. Cash outlay not covered by FTA grants is \$5,041.40 and we will attempt to sell old bike racks. Vehicle Maintenance will install the bike racks. This recommendation is contingent on confirmation that we can go with Sportworks, who are on the government contract, without having to obtain three quotes. This is also contingent upon our attempting to sell the old bike racks. A vote is taken. There are no opposers. The motion carries.

Director's Report (Mark Rickards):

- The property has to be in a plan as soon as possible to submit to the FTA. It was due on the 13th. We need to continue to look at available properties.
- He did spreadsheet that includes all of our capital needs as far as bus replacement of Chance Coaches for five-year span. This included commuter buses, trolleys, cut always and fleet buses for expansion and a few spares for when we expand in 2017.
- We need more work from staff for consultant for deadhead analysis. Right now, we are optimal being downtown. Chairman Dilger stated that this needs to be part of the spreadsheet.
- We have trolley store proposal and meeting with city council. City Council is upbeat about expanding the trolley program.
- City Council is also open about our request for increased funds although we will be completing with other projects. We are looking at going up to west village at least on first Fridays.
- He will provide update of the County Council budget request.
- The UTC continues to expand. Election of officers looks good.
- He will continue to work with OMB and auditors on some things brought up by the Auditors.
- He is working on Maintenance plan and trying to improve maintenance costs.
- RFP for auditors received and we will be reviewing and hope to have decision next week.
- Staff just got back from the SCAMI and there is not a lot of positive to report from the Federal Administrator who was there or Regional Administrator, Dr. Taylor. There are some proposals on the hill to continue resolutions such as "Grow America" which would be a major plus, but there are some that want to stop funding transit altogether. We want to compete in rodeo next year for fixed route and paratransit buses at SCAMI Meeting.
- We continue to monitor Wi-Fi; which is still high. It is half of what it was.

Mr. Trey Fouché made a motion to enter into Executive Session. Mr. David Mitchell seconded the motion. The motion carries. The board enters into Executive Session.

A motion to resume into regular Session of the GTA Board was made by Mr. Matt Carter. Mr. David Mitchell seconded the motion. The motion carries. The board resumes regular board session.

Mr. Matt Carter made a motion to adjourn. Mr. Trey Fouché seconded the motion. There is no opposition. The motion carries.

Prepared by: Lorrie Brown
Lorrie Brown, Greenlink Administrative Assistant

Date: 3/23/15

Approved by: John Dilger
Mr. Pat Dilger, GTA Board Chairman

Date: 3/23/15